

**Minutes of the Regular Meeting of the  
Buena Vista Planning and Zoning Commission  
June 17, 2009**

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**Call To Order**

Chairwoman Baker called the meeting to order at 6:05 p.m. at the Buena Vista Community Center, Pinon Room, 715 East Main Street, Buena Vista, Colorado.

**Pledge of Allegiance**

Chairwoman Baker led the Pledge of Allegiance.

**Roll Call**

Chairwoman Baker called for the roll. Deputy Town Clerk Dixon took the roll and declared a quorum. In attendance were Commissioners Selby, Woodhouse, Keller, Palmer, and Chairwoman Baker. Also present was Town Planner Shannon Haydin. Absent was Commissioner St. Germain.

**Agenda Adoption**

Chairwoman Baker called for amendments to the agenda. **Motion 1:** Commissioner Palmer moved to approve agenda Commissioner Keller seconded. Motion carried.

**Approval of the Minutes**

Chairwoman Baker called for approval of the May 6, 2009 minutes. **Motion 2:** Commissioner Woodhouse moved to approve the minutes. Commissioner Palmer seconded. Motion carried unanimously.

**Public Comment Period**

Chairwoman Baker if there were any public comments.

**New Business**

**A. Alpine Towing & Recovery Special Use Permit**

Planner Haydin gave a brief history of the project and the requirements from Board of Trustees. Staff recommends that the Planning and Zoning Commission recommends approval of the Special Use Permit application for Alpine Towing.

It was discussed that there were concerns that screening may be needed later as the Industrial Park area develops and or the nature of Alpine Towing business may be altered.

After further discussion Commissioner Keller made the following motion. **Motion 3:** We recommend approval of the Alpine Towing Special Use Permit that the requirement for screening is waived, but the town reserves the opportunity that in the event there is a significant change of the character of the industrial park or nature of the business at Alpine Towing the screening requirement may be reviewed. Motion was second by Commissioner Selby. Motion carried unanimously.

Chairwoman Baker would like the record to show that Commissioner Selby has recused himself and is now coming before us for the variance on the sign permit.

### **B. Variance on Jed Selby's Sign Permit**

Planner Haydin gave a brief summary of the permit and Mr. Selby's request.

Mr. Selby gave a brief review of what the signs would look like and where they would be located. Designed to be permanent and will be there until a compelling reason to remove them. Mr. Selby also requested the Commission to recommend to the Board of Trustees to waive the fees as under the new sign code he would not have to ask for a variance.

Staff Recommendation: Staff recommends approval on the following basis: The intent of the applicable sections of the Code that the applicant is seeking relief from is to prevent the overburdening of the landscape with signs advertising businesses from various locations. The request is within the spirit of the law in that it does not provide advertising, the signs are for way finding purposes, the size is reasonable the guidelines suggested by the Federal Highway Administration and the signs are attractive in their design. Pending comments during public hearing, approval of the variance as requested. In regard to the request to waive the fees; the decision is at the discretion of the Board; staff has no recommendation on this request.

**Motion #4** made to take a break due to public emergency at 6:50 p.m. The meeting was brought back to order at 6:54 p.m.

After discussion the following motions were made:

**Motion #5** Commissioner Woodhouse recommended approval to the Board of Trustees of the Sign Code Variance as requested. Commissioner Keller seconded  
Motion passed unanimously.

**Motion #6** Commissioner Palmer recommended to waive the \$450 variance fee for this application as the variance as purposed would be permitted under the new sign code, second that the proposed signage is expected to be temporary, and finally that the proposal is in line with our goals of spurring development of the towns economy. Second was made by Commissioner Keller. Motion carried unanimously.

### **C. Resignation of Sam Livingston as P & Z Commissioner**

Commissioner Livingston regretfully turned in his letter of resignation from the Planning and Zoning Board. He enjoyed serving the community and felt it was an excellent learning experience. He is moving out of the town limits and will be ineligible to serve on the commission.

### **D. Appointment of Planning and Zoning Alternate Jed Selby as Voting Member.**

After discussion it was agreed that Commissioner Selby would be recommended to replace Commissioner Livingston as a voting member.

## **OLD BUSINESS**

### **A. Sign Code:**

The commission gave Planner Haydin a review of the Sign Code and different issues that have come up regarding it. Chairwoman Baker also listed the changes that the Board of Trustees gave to the Commission to add to the code and the commission also suggested changes.

1. The number of days for repairing a damaged sign from 60 to 120. Also asked the Commission to consider waiving sign fees for repairing/replacing damaged signs.
2. Section 1.402 windows signage, specifically speaks of signs, and decals that are affixed to the inside of the windows, but doesn't state anything lettering on the outside of the window. Not more than 50% of window is allowed to be covered. It was thought to change wording to we need 50% transparency.
3. Section 1.406 real-estate signs are too small, that we need to re-look at overall sizes of the signs. Suggestion for different size on B-1 vs. B-2 or recommend defining Main Street and Hwy 24 Corridor.
4. Permanent banners are not allowed and two weeks for temporary banner. Staff should also check how that would relate to special events.
5. Section 1.408 Historical Plaques, need to add National Registered.
6. Menu display board two square feet too small. This is for menu's displayed at the entrance of the restaurant, but not to include drive-thru's. It was suggested to increase the size to six square feet.
7. Section 1.411 Political Signs it was suggested that we add signs regarding special issues, for example the Humane Society.
8. Move Section 1.5 forward.
9. It was also suggested by the Planning and Zoning Commission to re-format the document to eliminate some of the unused space on the page.

## **CHAFFEE COUNTY REPORT**

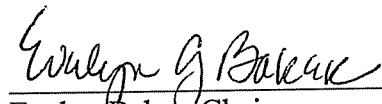
Planner Haydin met with the Chaffee County Planners and talked about reviving the IGA, combining forces on the GIS database for house mapping, looking grants etc. To put anything on line would need to be at a county level where everyone can access. Chaffee County is creating all the data and it is now available on Planner Haydin's computer. It will be further down the line to find out how much money in grants and how much match money will be needed.

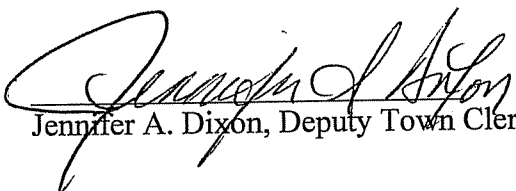
## **STAFF REPORT**

Staff will be interviewing next week for Code Enforcement Officer have very good applicants. Regarding the IGA in speaking to Chaffee County appears straightforward. Currently staff is getting organized and looking at what is there. Planner Haydin will revise the sign code and bring back at the next meeting. Also we can put an effective date on the code. Planner Haydin will be attending the Smart Growth Meeting June 23 in Leadville.

**ADJOURNMENT**

Commissioner Selby motioned to adjourn at 8:05 p.m. Commissioner Woodhouse seconded the motion. Motion carried unanimously.  
Respectfully submitted,

  
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Evelyn Baker, Chairwoman

  
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Jennifer A. Dixon, Deputy Town Clerk